

PGMS

Perth Gem & Mineral Show

Proudly presented by the Mineralogical Society of Western Australia

Vendor and Exhibitor Prospectus

17 - 19 September 2021

Curtin University Stadium



Invitation

It is with great pleasure that we are offering you the opportunity to be involved in the inaugural Perth Gem and Mineral Show (PGMS), hosted by the Mineralogical Society of Western Australia (MinSoc WA).

A dedicated Committee of MinSoc WA are organizing the event to showcase many of the wonders that the mineral, gem and geoscience communities have to offer, with a special focus on Western Australia's mineral heritage.

The event will target a wide audience of mineral collectors, geologists, jewelers, mining professionals, students, hobbyists and commercial dealers.

Becoming a vendor or exhibitor for this event will be a unique opportunity for exposure across a broad spectrum of industry professionals and the general public.

This prospectus outlines what the event has to offer and the opportunities available to both vendors and exhibitors.

The PGMS Committee through MinSoc WA look forward to further discussing this exciting event with you.

With warm regards,



Peter Willems
PGMS Chair



Nicolas Hébert
PGMS Treasurer



Michael Macpherson
PGMS Committee



Mitch Elphick
PGMS Committee



Kylie Matonia
PGMS Secretary



Casey Clifton
PGMS Committee



Norton Kalleske
PGMS Committee

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PGMS
Perth Gem & Mineral Show

Phone: 0467 040 409
PGMS@minsocwa.org.au



Our Venue: Curtin University Stadium

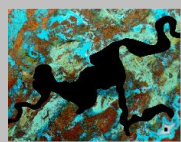
Curtin Stadium is in a prime position on the campus of WA's largest University, hosting over 57,000 students and leading academics. The venue is 10 km from Perth CBD with public transport to the door and free parking in the proximity of the stadium.

The indoor carpeted arena hosts up to 2450 people with a further 1000 people in the adjoining outdoor undercroft and is fully wheelchair accessible. The Stadium also has a separate presentation space, café and bathroom facilities and is flanked by immaculately maintained, open grassed areas.

Multiple double-door entry points, ramps and drive-through capabilities to the undercroft will provide vendors and exhibitors easy access to the indoor exhibition space, with undercroft staging also available for displays of significant size and weight.

Professional security will be provided overnight, allowing displays to remain intact throughout show.

The PGMS committee is excited to bring like-minded communities and individuals together for this inaugural event, with Curtin Stadium providing plenty of room to grow.



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Opportunity Overview

The Perth Gem and Mineral Show is envisioned to be the premier mineralogical and geoscience event of Western Australia, with focus on gem and mineral dealers, geoscience communicators and industry professionals. Participating in the PGMS provides an opportunity to promote your products and services while demonstrating your commitment to the broader development of the mineralogical, geological and geoscience sectors. As a vendor or exhibitor at the event, you are gaining:

Commercial Opportunity and Brand Exposure

The PGMS will provide direct access to a broad range of consumers; from students and hobbyists to high end mineral collectors, jewellers, geoscience professionals, and commercial dealers. This will be an excellent commercial opportunity to generate awareness for your brand amongst a larger and more diverse audience than typically seen at industry or club events.

Enhanced Image

This event will showcase how you and your business contributes to the mineralogical, geological and geoscience sectors. It is an opportunity to demonstrate your commitment to Australia's mineral heritage.

Your involvement in the event also directly supports the Mineralogical Society of Western Australia, the only not-for-profit community organisation promoting the study of scientific mineralogy in the State. Our mission is to “encourage mineralogical study by amateur and professional alike and, in so doing, discover, document and preserve the Earth’s and in particular Western Australia’s natural history.”

Networking

The event will attract delegates from all facets of the mineral, gem and geoscience communities and provides a unique opportunity to share ideas and expand your business network.

Aside from the event itself, there will also be the opportunity to network at the exclusive Saturday night Sundowner (separately ticketed). Nibbles, drinks, and lots of rock talk!

A meeting room is also available by appointment throughout the event for conversations where some off-the-floor time is required.



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Vendor and Exhibitor Information

Event Date	Event Opening times	Setup Times	Application Cut-off
Fri 17-Sept-2021	Friday: 12 pm – 5 pm	Allotted bump-in slot on	30/8/2021
Sat 18-Sept-2021	Saturday: 9 am – 5 pm	17-Sept-2021	*Please note applications after 16/8/2021 will not be included in print material due to printing lead times
Sun 19-Sept-2021	Sunday: 9 am – 4 pm	6:00am – 12:00pm	

Type	Hireables	Dimensions	Cost	Promotional material	Included features
Vendor	Tables	Standard table 900 x 600 mm (half length of standard trestle table)	\$25/table for the 3-day event	Indexed in event brochure	Power and chairs. Additional available on request
Exhibitor	Booths	2.5 x 2.5m booth with 2 standard tables (900 x 600 mm) 3 walled fabric booth	\$370 For event duration	Featured in event brochure	Power and chairs. Additional available on request
Speaker	N/A	Private conference room 25-person capacity	N/A (By request and approval by PMGS committee)	Featured in event brochure	Projector, microphone and laptop for visual presentation aids

Vendors	Exhibitors	Speakers
<p>PGMS is a new opportunity to sell items related to mineralogy, gemmology, jewellery and geoscience in Western Australia.</p> <p>The PGMS has some guidelines that all sellers must adhere to:</p> <ul style="list-style-type: none"> • Correct mineralogical labelling required • No incorrect or misleading names • No sale of historic or indigenous artifacts • Artificial/synthetic or dyed minerals are not to be sold as natural specimens and must be labelled as such • Disclosure of repairs to specimens <p>You will receive email confirmation if your application has been accepted</p>	<p>The PGMS committee is excited to host likeminded and relevant exhibitors as part of the event. The PGMS committee will consider financial subsidy for not-for-profit organisations.</p> <p>Focus will be on interactive and engaging exhibitions that align with the core values of the event, such as:</p> <ul style="list-style-type: none"> • Educators and Science communicators • Relevant societies and clubs • Companies with a good record of preserving mineral heritage • Independent bodies who actively or have contributed to mineral heritage • Service providers for the field of mineralogy/gemmology <p>You will receive email confirmation if your application has been accepted</p>	<p>The PGMS committee is looking for motivated speakers to be a part of our event.</p> <p>A small presentation space will be available for your organisation to present informative, creative and progressive aspects of the mineral world. Please send expressions of interest to PGMS@minsocwa.org.au. All submissions will be considered! Examples may be:</p> <ul style="list-style-type: none"> • A company or independent who has made a concerted effort to conserve mineral heritage – how did you do it? • Individuals involved in the preparation of specimens or the curation of collection(s) • Memoirs of a professional in the field • Experts/academics presenting on their field • Institution representative talking about science, education and communication <p>You will receive email confirmation if your application has been accepted</p>



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Terms and Conditions

Returning a completed Application Form confirms your acceptance of the following terms and conditions:

All bookings are subject to approval by the PGMS Committee, and we reserve the right to refuse an application.

PGMS and the Show Organisers reserve the right to alter any aspect of the program and floor plan without prior notice. All event details will be sent to you via email at appropriate timings.

PGMS and the Show Organisers will take all diligent care to fulfil the above vendor and exhibitor commitments. Vendors and exhibitors are responsible for providing their requirements i.e., banners, promotional material and any other material by the due dates requested by the Organisers.

PGMS and the Show Organisers reserve the right to introduce new packages and additional exhibition space should the opportunity and/or need arise.

Vendors and Exhibitors are required to make the necessary payments as per the payment schedule below (unless otherwise negotiated):

- 50% due within one month of invoice date
- Remaining 50% due no later than 14 days before the event.

Vendors and Exhibitors are responsible for the security of their own equipment and materials during the day of the event and in transit to/from the event venue. On-site professional security will be provided overnight on the Friday and Saturday nights.

The Vendor/Exhibitor understands that all delegate attendees must register officially and entry to the exhibition will not occur unless the attendee is in possession of the appropriate identification.

The Vendor/Exhibitor guarantees that their stand will be open for the full duration of the show.

Electricity will be provided to each trade stand, but stand holders are required to provide their own lights and extension leads. All leads and lights must be in "safe working order" and may be removed if not in said order. Additional leads over floors are NOT allowed under any circumstances.

The indoor stadium area has a maximum floor weight limit of 500kg per display and as such, no individual indoor display and/or sale pieces will exceed 400kg. Larger material can be displayed in the outdoor undercroft on request

All material for sale should be correctly labelled. Treated stones and synthetic, simulant material or lab created material is required to be labelled as such.

In the event of a dispute between a trade stand holder and a purchaser over the authenticity or accuracy of labelled materials, a full refund will be made by the seller to the purchaser.

Where material is identified, by a qualified person, as being incorrectly labelled or described, the material will be removed from sale until correctly described. Failure to remove incorrectly identified material will result in the trade stand holder being removed from the event.

The Vendor/Exhibitor shall take all reasonable care when installing/dismantling their equipment and trade stand as not to cause damage to the venue carpet, walls, ceilings, fixtures and floors and the shell scheme booths supplied by the appointed stand contractor including panels, fascia and furniture. The Exhibitor is deemed liable for repairs if the structures are damaged.

The Organisers reserve the right to request removal of any items that may be deemed inappropriate and/or impacts fellow Exhibitors.

Any products which display false or misleading information/claims will not be allowed at the show (refer to the Australian Competition & Consumer Commission- ACCC rulings).

All promotion must be conducted from your trade stand unless otherwise arranged with the Organiser.

All Vendors/Exhibitors are expected to conduct their business in a professional, ethical manner and follow instructions of any PGMS member. Any breach may result in immediate cancellation of the Vendor/Exhibitor package.

If a Vendors/Exhibitors is found to not align their values with those of the PGMS, this may result in cancellation of your Vendor/Exhibition package.

Vendors with 3 or more tables will be required to submit their desired floor layout.

LIABILITIES AND INSURANCE

It is a requirement by Curtin Stadium for every trade stand to be covered by Public Liability Insurance (PLI). Failure to provide proof of PLI prior to the application cut-off date will result in cancellation of the Vendor/Exhibitor package.

PGMS and MinSoc WA are not and shall not be liable for any lost, stolen or damaged goods.

The Vendor/Exhibitor indemnifies the Committee and Show Organisers and any representative, employee, contractor, volunteer or office holder from and against any claim, demand, action, loss, cost, damage or expense whatsoever.

The Vendor/Exhibitor will be responsible for any damage or injury to property and/or persons which may be occasioned by, or caused by, or arise out of the use of any machinery, implements or apparatus whatsoever used in conjunction with their trade stand, and indemnifies the PGMS Committee accordingly by acceptance of these Terms and Conditions.

CANCELLATION POLICY

The submission of an application by a representative from your organisation is regarded as a firm booking.

All cancellations must be made in writing to the Organisers and notice acknowledged in writing by the Organisers.

Any reduction in a Vendor and/or Exhibition allocation (once accepted by the Organisers) will be considered a cancellation and the cancellation policy will apply.

Should the balance payment be outstanding at time of cancellation, the Vendor/Exhibitor is liable for the balance as per the cancellation policy.

There is no opportunity to transfer your Vendor/Exhibition booking to another PGMS event.

CANCELLATION DATE

Up to and including 14 days prior to event: full refund.

13 days or less prior to the event: 100% cancellation fee and will be liable for payment of the balance should it not have been received by the cancellation date.

COVID-19 POLICY

In the event of a Government mandated cancellation due to an outbreak of COVID-19, either a full refund will be issued, or the balance of the vendor/exhibitor fee rolled over until the next event should that event occur within 12 months of the original Event date. In the case of rolled-over funds and the Event does not proceed within 12 months, a full refund will be issued.

Extra cleaning and/or physical distancing measures may be required at the time of the event, depending on Government and Venue requirements.

PGMS CORE VALUES

1. Treat people with dignity and respect.
2. Encourage mineralogical study by amateur and professionals alike.
3. Honest and genuine trade
4. Adhere to all rules, regulations and laws.



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Vendor Application

If you are interested in becoming a vendor, please complete the following form in clear block capitals:

VENDOR DETAILS

<u>Contact Name:</u>	
<u>Organisation:</u>	
<u>Email:</u>	
<u>Telephone (Mobile):</u>	
<u>Social Media Details:</u> Facebook, Instagram etc.	

Please select the categories which most apply to your wares:

- | | |
|---|--|
| <input type="checkbox"/> Geological or Mineral Specimens | <input type="checkbox"/> Lapidary Material, Cut Slabs or Cabochons |
| <input type="checkbox"/> Fossils | <input type="checkbox"/> Bulk Rough Material |
| <input type="checkbox"/> Opals or Cut Gemstones | <input type="checkbox"/> Other (please specify below): |
| <input type="checkbox"/> Silver Smithing or Local Artisanal Jewelry | |
| <input type="checkbox"/> Mineral Spheres & pyramids, Bulk Imported Stones, Pillars, Beads, Palm Stones or Wands | |

VENDOR REQUIREMENTS

<u>Number of tables requested</u> \$25 per table for the three-day event, each measuring at 900 x 600 mm (a minimum of 2 tables is recommended)			
<u>Do you require Power (Y/N)?</u>			
<u>Do you require Public Liability Insurance via PGMS (Y/N)?</u> It is a requirement of Curtin Stadium for every trade stand to be covered by Public Liability Insurance. The PGMS committee are happy to advise that we will provide a heavily discounted cover rate of \$25 per stall for the duration of the event to the sum of \$10,000,000 public liability. If evidence of equal or greater cover at the time of booking, we will happily waive this fee. This offer is only extended to the first 55 vendor applications. Any vendors beyond this number will incur a \$50 insurance charge or be required to provide their own insurance for the event before their application is accepted.			
<u>I have read and understood the Terms and Conditions for the Perth Gem and Mineral Show</u>	<table><tr><td>Name</td><td>Signature</td></tr></table>	Name	Signature
Name	Signature		

Please return your completed application form as soon as possible, and no later than August 30th to the Perth Gem and Mineral Show Committee at pgms@minsocwa.org.au

A committee member will be in contact upon successful application to organise payment and any further details. Please note that all applications are subject to committee approval; the Organising Committee reserves the right to decline applications at their discretion.



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Exhibitor Application

If interested in becoming an exhibitor, please complete the following form in clear block capitals:

EXHIBITOR DETAILS

Contact Name:	
Organisation:	
Position:	
Address:	
Email:	
Telephone (Mobile):	

Please select the categories which most apply to your exhibition:

☐ Geoscience Industry Professional

☐ Other (please specify below):

☐ Australian Society or Club

☐ Business or Brand promotion

☐ Science Communication or Education

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Please give a brief description of your exhibition and how it may contribute to the broadening of the mineralogical, geological or geoscience sectors:

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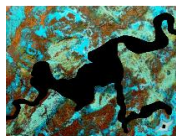
EXHIBITOR REQUIREMENTS

<u>Number of Walled Booths (2.5m x 2.5m)</u> \$370 - Includes 2 x 900 x 600mm table	
<u>Do you require Public Liability Insurance via PGMS (Y/N)?</u> It is a requirement of Curtin Stadium for every trade stand to be covered by Public Liability Insurance. The PGMS committee are happy to advise that we will provide a heavily discounted cover rate of \$25 per stall for the duration of the event to the sum of \$10,000,000 public liability. If evidence of equal or greater cover at the time of booking, we will happily waive this fee. This offer is only extended to the first 55 vendor applications. Any vendors beyond this number will incur a \$50 insurance charge or be required to provide their own insurance for the event before their application is accepted.	

<u>I have read and understood the Terms and Conditions for the Perth Gem and Mineral Show</u>	Name	Signature
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